Columbus – Bartholomew County Planning Department

PUD Preliminary Plan Application Checklist

(Columbus & Bartholomew County Zoning Ordinance Section 5.3(B))

The Preliminary Plan may take the form of a booklet of letter and/or tabloid sized paper, a set of 24 inch by 36 inch sheets, or a combination of these formats. The Preliminary Plan may include any graphics that will explain the features of the development.

The following shall be included in the Preliminary Plan submission.

gas, cable television, and data transmission);

1	Cover Page & Index: The cover sheet shall indicate that it is the Preliminary Plan for that particular development and include the date of submittal, an index identifying all sections included in the Preliminary Plan document, and references to any separate sheets of information.
2	Site Description: A description of the property and petitioners involved, including:
	a. the name, mailing address, e-mail address, and telephone number of the applicant,
	 the name, mailing address, e-mail address, and telephone number of any land surveyors, engineers, or other professionals responsible for the Preliminary Plan design,
	c. the legal description of the subject property and common address of the site, and
	d. the proposed name of the development (if applicable).
3	Phasing Plan: A phasing plan indicating the general phases by which Final PUD Plans may be submitted, if any.
4	Vicinity Map: A vicinity map showing the use and zoning of all properties within 1,320 feet (1/4 mile) of the property subject to the Preliminary Plan.
5	Common Holdings Map: A map of any property adjacent to the property subject to the Preliminary Plan that is owned or otherwise controlled by any or all of the applicants. The Common Holdings Map shall be accompanied by a general description of the future development of that property and its relationship to the area included in the Preliminary Plan. The general description may be in either text or map form and shall include, at a minimum, general land uses, general street patterns and access points, and general drainage plans.
6	Existing Site Conditions: A site survey of all existing conditions on the subject property, including:
	 Built Features: All existing streets (including travel lanes, rights-of-way, etc.), established open spaces, and structures;
	b. Easements: All existing easements and an indication of their purpose;
	c. <i>Topography:</i> A topographic survey extrapolated from USGS data or otherwise meeting the requirements of the Planning Director;
	 d. Natural Features: The location of natural streams, regulated drains, 100 and 500-year floodplains and floodways (extrapolated from FEMA maps), water courses, wetlands (general locations as indicated by the National Wetlands Inventory), and wooded areas;
	e. Utilities: The general location of utilities serving the site (including waste disposal, water, electricity, natural

Cemeteries: The general location of any cemeteries on, or within 100 feet of, the site.

Historic Features: An identification of any historic features, specifically those listed as Outstanding, Notable,

or Contributing on the Indiana Historic Sites and Structures Inventory - Bartholomew County Interim Report or listed in the National Register of Historic Places and/or Indiana Register of Historic Sites & Structures; and

Any other significant feature(s) that may influence the preliminary design of the

Other Features:

development.

g.

h.

Proposed Development: A description of the proposed development of the property, including:

- a. Street Systems: The general layout and description of proposed street systems (that identifies proposed arterial and collector streets);
- Land Uses: The general land use areas within the development (including proposed densities of residential uses);
- c. Open Space: The general location of open space;
- d. *Landscaping:* The general description of any areas of landscaping, buffering, and/or screening proposed for the development;
- e. Natural Features: A description of the general accommodation of natural streams, regulated drains, 100 and 500-year floodplains and floodways, water courses, wetlands, and wooded areas identified in Section 5.3(B)(5)(d) above;
- f. Historic Features: A description of the general accommodation of historic features, specifically those listed as Outstanding, Notable, or Contributing on the <u>Indiana Historic Sites and Structures Inventory Bartholomew County Interim Report</u> or listed in the <u>National Register of Historic Places</u> and/or <u>Indiana Register of Historic Sites & Structures</u>;
- g. Written Commitments: A description of any written commitments that are being proposed as part of the development;
- h. Covenants: A general description of any private covenants and restrictions that may be established for the development; and
- Drainage: A general drainage concept meeting the requirements of the appropriate (City or County)
 Engineer.

8	Supplemental Information: Any other information requested by the Planning Director or Plan Commission to aid in
	the review of the Preliminary Plan. This may included, but not be limited to, topic areas such as traffic, utilities,
	flood hazards, and architectural design standards.